

## **THE MASTER DRIVING RECORD**

The Master Driver Record (MDR) file identifies each Michigan driver and maintains the history of their driving record. The MDR File is a historical driving record for each individual licensed in Michigan; and for each non-licensed Michigan resident having driving information reported to the Department of State (non-licensed drivers having been involved in accidents and/or convicted of traffic violations). The MDR also contains information regarding out-of-state drivers having Failure to Comply with Court actions related to alcohol involvement.

Driver record information originates from license branch offices, police agencies, courts, other states, internally from within the Department of State, Department of Public Health, and Department of Education.

A driver record includes: Current license application information, convictions for traffic violations, civil infraction determinations, failure to answer court judgments, accidents, and license withdrawal actions or restrictions on driving privileges.

### Driver License Type

The Department of State issues two basic types of driver licenses---Operator and Chauffeur. A Motorcycle, Farm, and/or Recreational endorsement may be added to the operator or chauffeur license. Less frequently used are Moped and Minor Restricted licenses. Since January 1, 1990, some commercial drivers may need a Commercial Driver License (CDL). Commercial Driver License Group and CDL endorsements are added to the chauffeur license. The requirements for a Chauffeur license do not change; however, upon application for a Chauffeur license, determination is made if a CDL is necessary. The CDL is based on the gross vehicle weight rating (GVWR) of a vehicle and designation of what the vehicle is hauling or towing.

### **CODES USED BY SOS**

R= RENEWAL  
C= CORRECTION  
O= ORIGINAL  
D= DUPLICATE  
E= RENEWAL BY MAIL  
P= PROBATIONARY

### **TYPE OF CODES FOR OPERATING LICENSE**

O= ORIGINAL  
CY= CYCLE  
CHAF= CHAUFFEUR  
M= MOPED

## **ARRESTS, CONVICTIONS, AND POINTS**

A conviction for a traffic violation is reported to the Department in one of the following four ways: 1) On an abstract from the court making the determination; 2) Tape file from the court; or 3) Point to Point entry from the court; 4) submission from another state. The entry represents a final conviction, the payment of a fine, or a plea of guilty for a traffic law violation regardless of whether the sentence imposed by the court is suspended, deferred, or dismissed with a warning. Included in the conviction entry on the driving record is the occurrence or arrest date, the court making the determination, and the points for the particular violation.

Whenever a driver is issued more than one citation for different violations occurring at the same time, only one penalty is imposed, based on the most serious infraction.

**Driving record penalty points for violations stay active for two years from the conviction date.**

**CONVICTION / ACCIDENT VEHICLE TYPES FOUND ON MDR'SVEHICLE  
TYPE CODES**

BU	=	Bus
CY	=	Cycle
GC	=	Go Cart
HI	=	Hazardous Cargo Truck - Single Vehicle
H2	=	Hazardous Cargo Truck-Cab (Tractor) plus Trailer
H3	=	Hazardous Cargo Truck - Cab (Tractor) plus Double Bottom Trailer
MO	=	Moped
OR	=	Off Road Vehicle
PA	=	Passenger Car, including 2 DR, 4 DR, and Station Wagon
PU	=	Pickup Truck
SB	=	School Bus
SM	=	Snowmobile
ST	=	Small Truck (under 10,000 lbs)
TI	=	Truck - Single Vehicle
T2	=	Truck - Cab (Tractor) plus 1 Trailer
T3	=	Truck - Cab (Tractor) plus Double Bottom Trailer
VA	=	Van
WC	=	Watercraft

**THESE VEHICLE CODES MAY APPEAR IN A CONVICTION RECORD AS  
TYPE OF VEHICLE DRIVEN AT TIME OF VIOLATION**

AA	=	Group A Vehicle
AH	=	A & Hazardous
AL	=	A & Tank & Double/triple, hazardous
AN	=	A & Tank
AP	=	A & Passenger
AT	=	A & Double/triple
AX	=	A & Tank & Hazardous
AY	=	A & Tank & double/triple
AZ	=	A & Double/triple & hazardous
BB	=	B Veh.
BH	=	B & Hazardous
BN	=	B & Tank
BP	=	B & Passenger

**THESE VEHICLE CODES MAY APPEAR IN A CONVICTION RECORD AS  
TYPE OF VEHICLE DRIVEN AT TIME OF VIOLATION (cont.)**

BX	=	B & Tank & Hazardous
MO	=	Moped
OR	=	Off Road Vehicle
CH	=	C & Hazardous
CP	=	C & Passenger
MD	=	Medium Duty Trucks
NC	=	CDLIS Non-Comm. Veh. from CSOR
HV	=	CDLIS Hazardous Veh. from CSOR
CV	=	CDLIS Veh from CSOR
PA	=	Passenger (2 dr, 4 dr, Sta. Wagon)
PU	=	Pick Up Truck
CX	=	C & Tank & Hazardous
SM	=	Snowmobile
CY	=	Cycle
ST	=	Small Truck (Under 10,000 pounds)
CG	=	Go Cart
VA	=	Van

**COMMERCIAL DRIVER LICENSE**

**CDL GROUPS**

- A = CDL Group A** (To operate a vehicle which tows another vehicle with GVWR of 10,000 pounds. Group A allows Group B & C vehicles)
- B = CDL Group B** (To operate a single vehicle having GVWR of 26,001 or more and/or combination of vehicles having GVWR of 26,001 or more towing a vehicle not more than 10,000 GVWR. Also allows Group C).
- C = CDL Group C** (To operate small vehicles designed to carry 16 or more Passengers including driver and/or small vehicle carrying hazardous material in small amounts requiring placard).

**CDL Group may be followed by: CDL ENDORSEMENT**

There are four endorsements which can be added to a CDL when operating specific types of vehicles. The endorsements are as follows:

**T - Double trailers.** Needed on a group A license when towing two trailers. (Triple trailers are not permitted in Michigan.)

**N - Tankers.** Required on a group A or B license when hauling liquids or liquefied gases in bulk in permanently mounted tanks or portable tanks rated at 1000 gallons or more. A tanker endorsement may also be needed on a group C license when hauling hazardous materials in a small tanker.

## **CDL ENDORSEMENT (cont)**

**H - Hazardous Materials.** Needed on a group A, B, or C license when carrying hazardous materials or hazardous waste in amounts requiring the vehicle to be placarded.

**P - Passenger.** Required on a group A, B, or C license when the vehicle is designed to carry 16 or more people including the driver.

**CDL records contain the drivers Social Security Number** in addition to the Driver License Number.

### **WARNING LETTERS**

DI Correspondence D =	(4 to 7 points)
DI Warning Letter D =	(8 to 11 points)
DI Warning Letter E =	(0 to 7 points and "violation of corrective lens restriction)
DI Correspondence =	Probationary driver with a 1-3 point conviction (no previous action).
DI Warning Letter H =	upon 3rd violation while on probation
DI Warning Letter P =	sent when driver is in the 2 year period following probation

### **REFERRAL REASONS FOR DEPARTMENTAL REVIEW OR ACTION**

A	=	Unable To Pass Test (road, sign, vision, or written)
B	=	Mental Condition
C	=	Physical Condition
D	=	Unsatisfactory Driving Record (admin review can be done without driver being present)
E	=	Violation of Restrictions (admin review)
F	=	3 or More Negligent Accidents
H	=	UDR During Probationary License Period
P	=	Violated Instructional Permit Conditions (admin review)
27	=	Fatal

### **Examples**

\*\*\*\* 051995 REFD TO DI REEXAM **H** DI-1:F1537

\*\*\*\* 062896 REFD TO DI REEXAM **D** DI-1:G1877

### **ABBREVIATIONS ON DRIVING RECORDS**

<b>ABBREV.</b>	<b>EXPLANATION</b>	<b>ABBREV.</b>	<b>EXPLANATION</b>
ACC	ACCIDENT	DEPT	DEPARTMENT
ADDL	ADDITIONAL	DI	DRIVER IMPROVEMENT
ADMIN	ADMINISTRATIVE	DIAG	DIAGNOSTIC

AHSP	ALCOHOL HIGHWAY SAFETY PROGRAM	DLAD DRIVER LICENSE APPEAL DIVISION
DR STMT	DOCTOR'S STATEMENT	EFF EFFECTIVE
APP	APPLICATION	ELIG ELIGIBLE
APPR	APPROVED	EMERG EMERGENCY
APT	APARTMENT	
AUTH	AUTHORITY, AUTHORIZED	EQUIP EQUIPMENT
CDL	COMMERCIAL DRIVER	FAC FAILURE TO APPEAR IN COURT
FCA	FAILURE TO CHANGE ADDRESS	
CDSS	COUNTY DRIVER SAFETY FCJ	FAILURE TO COMPLY SCHOOL WITH JUDGMENT
CF #	COURT FILE NUMBER	FCPV FAILURE TO CLEAR PARKING VIOLATIONS
CIRC	CIRCUIT (COURT)	FED FEDERAL
CIR CT	CIRCUIT COURT	FR FINANCIAL RESPONSIBILITY
CONTD	CONTINUED	FTA FAILED TO APPEAR
GRP	GROUP	RECOM RECOMMEND(ED)
GVW	GROSS VEHICLE WEIGHT	REFD REFERRED
REQ	REQUIREMENTS	PET PETITIONER
RESP	RESPONSIBLE or RESPONSIBILITY	
HOSP	HOSPITAL	REST RESTRICTIONS or RESTRICTED
HWY	HIGHWAY	RETD RETURNED
RD	ROAD	SO SHERIFFS OFFICE
REV	REVOCATION	SOS SECRETARY OF STATE
INC	INCORPORATE	SUPT SUPERINTENDENT
INDEF	INDEFINITELY	SUSP SUSPENSION
INFO	INFORMATION	TEMP TEMPORARY
INFL	INFLUENCE	TERM TERMINATE
INJ	INJURED	TIP TEMPORARY INSTRUCTION PERMIT
INSTR	INSTRUCTION	MSP MICHIGAN STATE POLICE
TRAF	TRAFFIC (COURT)	MUN MUNICIPAL (COURT)
INTOX	INTOXICATED	UUA UNLAWFUL USE OF MOTOR VEHICLE
UDAA	UNLAWFULLY DRIVING AWAY AUTO (JOYRIDING)	
SPEC	SPECIAL	
UBAC	UNLAWFUL BODY ALCOHOL CONTENT	
LATE RECD	LATE RECEIVED ABSTRACT	
UA	UNDER AGE (under 21)	
ST	STREET	
STMT	STATEMENT	
SUBJ	SUBJECT	

LIC	LICENSE
LIQ	LIQUOR
MAG	MAGISTRATE (COURT)
MAND	MANDATORY
MCL	MICHIGAN COMPILED LAWS
MED	MEDICAL
MS	MANDATORY SUSPENSION
MTR	MOTOR
NUM	NUMBER
ORIG	ORIGINAL
OUCS	OPERATING UNDER INFLUENCE CONTROLLED SUBSTANCE
OUIL	OPERATING UNDER INFLUENCE OF LIQUOR
X-WAY	EXPRESSWAY or FREEWAY
P.D.	PROPERTY DAMAGE
P.I.	PERSONAL INJURY
PD	POLICE DEPARTMENT
PROB	PROBATION
OWI	OPERATING WHILE IMPAIRED
W/O	WITHOUT
YR	YEAR
VIOL	VIOLATION
UDR	UNSATISFACTORY DRIVING RECORD
UJ	UNSATISFIED JUDGMENT
VEH	VEHICLE
NEG	NEGLIGENT